



UNITED STATES PATENT AND TRADEMARK OFFICE

FORM CD-260
REV. 6-86
DAO 202-335

DELEGATED EXAMINING

Announcement No: **PTO-06-003A**
Issue Date: **11/21/05**
Closing Date: **11/21/06**

VACANCY ANNOUNCEMENT

TITLE, SERIES, AND GRADE

Patent Examiner - Mechanical
Engineering/Transportation, and Electronic
Commerce
Other engineering disciplines may be selected under
this announcement (Aerospace, Aeronautical, Civil,
General, Industrial, Biomedical, Manufacturing,
Materials, Biochemical, Biomedical, Ceramic,
Materials, Metallurgical, Material Science)
GS-1224-05/07/09
Full performance level: GS-13
**(*Potential for GS-13 based on demonstrated
performance)**
Salary Range: GS-05: \$35,273 - \$45,857 per annum
GS-07: \$43,693 - \$56,797 per annum
GS-09: \$50,773 - \$66,011 per annum
Type of Appointment: Federal Career Intern-
Excepted Service Appointment
Work Schedule – Full Time
Note: One or more positions may be filled using this
vacancy announcement
Patent Office Professional Association (POPA)
Bargaining Unit
*Note: Patent Examiners will be required to take a
written examination prior to being promoted to the
GS-13 level.

VACANCY LOCATION

U.S. Patent and Trademark Office
Technology Center 3600
Alexandria, VA

AREA OF CONSIDERATION

All U.S. Citizens;
DOC Surplus;
Displaced Employees in the local
commuting area

Applicants may not reapply for this position within six months unless there is material change in educational or experience obtainment.

AMENDMENT: THE GRADE LEVELS ARE AMENDED FROM GS-5/7/9/11 TO GS-5/7/9. APPLICANTS WHO PREVIOUSLY APPLIED FOR PTO-06-003 NEED NOT REAPPLY TO BE CONSIDERED. APPLICANTS AT THE GS-11 LEVEL WILL BE CONSIDERED UNDER PTO-06-066.

DUTIES:

Reviewing patent applications to assess if they comply with the basic format, rules, and legal requirements, determining the scope of the protection claimed by the inventor, researching relevant technologies to compare similar prior inventions with the invention claimed in the patent applications, and communicating the examiner's findings to patent practitioners/inventors with reasons on the patentability of applicant's inventions. Patent Examiners are responsible for the quality, productivity, and timely processing of patent applications, which is the basis of their performance evaluation.

GS-5 - Incumbent performs various patent examining tasks of an elementary nature designed primarily for training purposes. These tasks are intended to orient the incumbent in the application of theory and basic principles to patent examining, as well as to ascertain the incumbent's own interests and aptitudes. Incumbent receives specific and detailed guidance and training in all aspects of work assignments such as studying the technicalities of patent applications, determining whether petitions, oaths and drawings meet formal

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requirements, conducting novelty searches in specified prior art, and drafting decisions after detailed discussion of the case with the supervisor. Incumbent receives formal classroom instruction in addition to training provided on the job.

GS-7- Incumbent performs "Basic" patent examining functions (e.g., planning and conducting the search, applying references to the claimed invention, etc.) only after receiving extensive preliminary instructions from the supervisor. References used to determine whether or not the claimed invention is new and patentable are presented for detailed review. Before drafting an official Patent Office action, incumbent discusses his/her determinations in detail either with his/her supervisor or with another experienced examiner and all such actions are submitted to the supervisor in draft form for close detailed review.

GS-9 - Incumbent independently performs "Basic" patent examining functions (e.g., planning and conducting the search, applying references to the claimed invention, etc.) with no preliminary instructions from the supervisor. References used to determine whether or not the claimed invention is new and patentable are presented for detailed review. All Patent Office actions are submitted to the supervisor in draft form for close review, although the supervisor does not normally repeat searches completed by the incumbent during this review. Incumbent may perform "Advanced" patent examining functions (e.g., the evaluation of special claim instructions, the requirement of restrictions, the recognition and development of probable interferences, etc.) only after obtaining preliminary instructions from the supervisor and all determinations involving such functions are subject to close review.

Summary of Qualifications:

Mechanical Engineering, Transportation, Construction, Agriculture, Petroleum, Nuclear positions require a four-year course of study leading to a bachelor's degree from an accredited college or university. Qualification requirements in the vacancy announcement are based on OPM Qualifications Standards for General Schedule positions. For a detailed explanation of other ways to qualify refer to the Qualification Standards Statement below. It is also available for your review at <http://www.opm.gov/qualifications>.

Basic Requirements:

A. Degree: professional engineering. To be acceptable, the curriculum must: (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties) and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics.

OR

B. Combination of education and experience – college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (2) a good understanding; both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

1. Professional Registration – Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Absent other means of qualifying under this standard, those applicants who achieved such registration by means other than written test are eligible only for positions that are within or closely related to the specialty field of their registration.
2. Written Test – Evidence of having successfully passed the Fundamentals-In-Engineering (FE) examination, or the written test required for professional registration, which is administered by the Boards of Engineering Examiners in the various States, the District of Columbia, Guam, and Puerto Rico.

Applicants who have passed the examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college or university that included 60



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semester hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET) may be rated eligible for certain engineering positions at the GS-5 level. Eligibility is limited to positions that are within or closely related to the specialty field of the engineering technology program.

3. Specified Academic Courses – Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering that included the courses specified in the basic requirements. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph A.
4. Related Curriculum – Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance.

Applicants who meet the basic requirements described above are fully qualified for entry grade GS-05. In addition to meeting the basic entry qualification requirements above, applicants for GS-07 must have one year of specialized experience equivalent to at least GS-05 and for the GS-09, must have one year of specialized experience equivalent to at least GS-07, if it provided the knowledge, skills and abilities necessary to do the work of the position. Education may be substituted for specialized experience as follows:

GS-07: 1 year of graduate-level education or superior academic achievement may be substituted for specialized experience at the GS-07 level. Superior Academic Achievement* is based on (1) class standing, (2) grade-point average (3) honor society membership. Class standing – Applicants must be in the upper third of the graduating class in the college, university, or major subdivision; Grade Point Average – Applicants must have a grade point average of 3.0 or higher based on 4 years of education and recorded on applicants transcript, or 3.5 or higher based on the average required courses completed in the major field during the final 2 years of the curriculum; or Honor society membership – membership in one of the national scholastic honor societies.

GS-9: 2 years of progressively higher-level graduate education leading to a master's degree or master's or equivalent graduate degree.

Evaluation of Qualified Candidates:

No written test is required. If qualified, ratings will be based on an evaluation of the quality and extent of experience, education, and training in relation to the following knowledge's, skills, and abilities. Failure to address each factor in your resume may have an impact upon your rating.

- 1) The ability to apply fundamental and diversified professional engineering concepts, theories and practices to achieve engineering objectives with versatility, judgment, and perception;
- 2) The ability to adapt and apply methods and techniques of related scientific disciplines; and
- 3) The ability to organize, analyze, interpret, and communicate findings to patent practitioners/inventors on the patent ability of applicant's inventions

CTAP/ICTAP, well qualified means that the applicant is eligible, qualified, and clearly exceeds qualification requirements for the position as demonstrated by either: (1) meeting selective and qualify ranking factors levels as specified by the agency; or (2) being rated above the minimally qualified under the agency's specific rating and ranking process. Candidates will be rated well qualified if they score 90 or above based on the responses to the occupational questions in the Patent Examiner Employment Application.

Other Information:



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Your application package must include an original or copy of an official college transcript(s) and a resume or form OF-612. Failure to submit any of these items will result in no further consideration. If you make a false statement in any part of your application (or resume), you may not be hired or you may be removed after being hired.

These positions are being filled through an Excepted Service appointment. Individuals will be appointed to a **2-year trial period** and will be placed in an extensive training program that is tailored to the patent examiner position. Upon successful completion of the trial period, individuals will be placed into a permanent position in the Competitive service. For more information on the USPTO Patent Examiner Training Program, please visit www.usptocareers.gov.

Conditions of Employment:

U.S. Citizenship is a requirement for this position.

If you are selected for this position you will be required to complete a Declaration for Federal Employment (OF-306) to determine your suitability for Federal employment, authorize a background investigation, and certify the accuracy of all the information in your application (or resume).

If you are selected, you will be required to schedule an appointment for fingerprinting and security badge prior to your entrance on duty date.

A background security investigation will be required for all new appointments. Your continued employment will be subject to your successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.

Veterans Preference:

Eligible veterans claiming 5-Point Preference must submit a copy of their DD-214 (which states type of discharge); all 10-Point Preference eligibles must submit a completed Standard Form 15 (Application for 10-Point Veteran Preference), a DD-214 (which states type of discharge), and supporting documents required (see the reverse side of the SF-15, items B and C) in order to receive veterans' preference.

Selective Service:

If you are a male over age 18 who was born after December 31, 1959, you must have registered with the Selective Service System (or have an exemption) to be eligible for a Federal job.

Pay, Benefits, and Work Schedule:

This is a permanent, excepted appointment where the incumbent will be in a training program for two years. The employee(s) will be converted to a career-conditional appointment upon successful completion of the program. Selectee will be eligible for health and life insurance, annual leave (vacation), sick leave and will be covered under the Federal Employees Retirement System (FERS) or Civil Service Retirement System (CSRS), and the Thrift Savings Plan.

Your pay grade and step will be set in accordance with Federal pay regulations.

All Federal employees are required by Public Law 104-134 to have Federal payments made by Direct Deposit. Your pay grade and step will be set in accordance with Federal pay regulations.



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HOW TO APPLY: ALL APPLICANTS ARE TO APPLY USING THE ON-LINE EXAMINER EMPLOYMENT APPLICATION AT: WWW.USPTO.GOV. FIRST TIME VISITORS CLICK ON USPTO JOB OPPORTUNITIES; SELECT APPLY ON-LINE PATENT EXAMINER JOB APPLICATION. IF YOU DO NOT HAVE ACCESS TO THE INTERNET, PLEASE CALL 1-800-786-9757 BETWEEN THE HOURS OF 8:30 AM AND 5:00 PM TO REQUEST A COPY OF THE PATENT EXAMINER EMPLOYMENT APPLICATION.

FOR SPECIFIC INFORMATION CALL: Anna Tankesley (571) 272-6174 TDD# 1-800-828-1120 or Relay System
For more employment opportunities visit our web site at WWW.USPTO.GOV

MAILING ADDRESS:
US Patent and Trademark Office
Mail Stop 171 (JARS)
Office of Human Resources
P.O. Box 1450

WHERE TO APPLY IN PERSON:
US Patent and Trademark Office
Office of Human Resources
Elizabeth Townhouse
550 Elizabeth Lane Room 1A72
Alexandria, VA 22313

What to Expect Next:

Once the online questionnaire is received, you will receive an acknowledgment confirmation page with an 11 digit unique ID number that your submission was successful. After a review of your complete application is made, you will be notified if your rating is changed. If further evaluation or an interview is required, you will be contacted. To check the status of your application, you may call 1-800-786-9757, Monday through Friday, between the hours of 8:30 am and 5:00 pm.

VACANCY ANNOUNCEMENT SUPPLEMENTAL INFORMATION

ALL QUALIFIED APPLICANTS WILL BE CONSIDERED REGARDLESS OF AGE, RACE COLOR, SEX, CREED, NATIONAL ORIGIN, LAWFUL POLITICAL AFFILIATION, NON-DISQUALIFYING HANDICAP, MARITAL STATUS, SEXUAL ORIENTATION, AFFILIATION WITH AN EMPLOYEE ORGANIZATION, OR OTHER NON-MERIT FACTOR.

I. Regardless of Which Application Form/Format is used, Applicants should address the following:

- 1. The announcement number, title and grade of the position for which you are applying.**
 - a. Hours per week,
 - b. Salary
 - c. Indicate if we may contact your current supervisor.
- 2. Personal information**
 - a. Full name, mailing address (including ZIP Code), home and work telephone numbers (including area codes)
 - b. Social security number
 - c. Country of citizenship
 - d. Veteran's preference: If you wish to claim 5-point veterans preference or if you are applying under the Veterans Readjustment Appointment provisions, you must include dates of military service and a copy of each Certificate of Release or Discharge from Active Duty, DD-214. If you are claiming 10-point veterans preference, you must also include SF-15 and the appropriate proof required by that form.
 - e. Competitive status: if you are a current or former Federal employee, and if the announcement is open to status applicants only or if you wish to be considered as a status applicant, you must submit a copy of your SF-50, Notification of Personnel Action, which shows you have status.
 - f. Veterans who are preference eligible or who have been separated from the armed forces with honorable conditions after 3 years or more of continuous active service may apply. (Under merit promotion procedures.)
 - g. Highest federal civilian grade held, including job series and dates held.
- 3. Education**
 - a. High school - name, city, state and ZIP Code (if known) and date you received diploma or GED.
 - b. Colleges and universities - name, city, state and ZIP Code (if known), majors(s), type(s) of degree(s) received and date(s) received. If you did not receive a degree, show total credits earned and indicate whether semester or quarter hours. Submit copies of undergraduate and/or

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graduate transcripts if the announcement specifies minimum education requirements, if you are qualifying based on allowable substitution of education for experience or if you are qualifying based on Superior Academic Achievement (see the announcement for details).

4. Job-Related Work Experience (Paid and Non paid)

- a. Job title (include series and grade if Federal)
- b. Duties and accomplishments
- c. Employer's name and address
- d. Supervisor's name and telephone number
- e. Starting and ending dates (month and year)
- f. Hours per week,
- g. Salary
- h. Indicate if we may contact your current supervisor.

5. Other Qualifications

- a. Job-related training courses (title and year)
- b. Job-related skills (i.e., other languages, computer hardware/software, tools machinery, etc.)
- c. Typing and/or stenography speed
- d. Job-related certificates and licenses (current only). Do not send copies unless required in the announcement.
- e. Job-related honors, awards and special accomplishments (i.e., publications, memberships in professional or honor societies, leadership activities, public speaking, performance awards, etc.) Give dates but do not send documents unless requested.

II. CTAP/ICTAP

1. CTAP candidates must apply for the vacancy, submit proof of eligibility for CTAP consideration, have a current performance rating of record of at least fully successful or the equivalent, and be within the Washington, D.C. Commuting area.

III. GENERAL INFORMATION

1. Applications mailed in Government franked envelopes will not be considered.
2. Applications submitted by telefax will not be considered.
3. Applications submitted by email will not be considered.
4. Applications submitted by mail with a postmark of on or before the closing date of this announcement will be considered only if received in the USPTO, Office of Human Resources, within five (5) working days of the closing date.
5. Applicants must meet all eligibility requirements by the closing date of the vacancy announcement.
6. Applicants must be citizens of the United States (or owe allegiance to the United States).
7. Applicants with disabilities, disabled veterans, or any other applicants eligible for non-competitive appointment under special appointing authorities not requiring competitive status should clearly specify their special eligibility on their application.
8. If selected, male applicants born after December 31, 1959, must confirm their selective service registration status. Certification forms are available at most Federal agency personnel offices or from the U.S. Office of Personnel Management.
9. Applications will not be returned to applicants.
10. Applicants will receive notification of the outcome of a vacancy announcement as soon as possible after a selection is made.
11. If a vacant position is filled at a grade below the full performance level, the selectee may be promoted without further competition. However, this implies no promise or guarantee of promotion.
12. Privacy Act requirements (PL 93-579): the application forms prescribed are used to determine qualification for promotion, reassignment, or employment and are authorized under Title 5, U.S.C. sections 3302 and 3360.

The United States Patent and Trademark Office will provide reasonable accommodations to applicants with disabilities. If a reasonable accommodation is needed for any part of the application process, please notify the human resources representative identified under the 'How To Apply' section of this announcement. Decisions on reasonable accommodation will be made on a case-by-case basis.